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7 DEC 1967

MEMORANDUM FOR: Planning Officer - Office of ELINT
 Office of Computer Services
 Office of Special Activities
 Office of Special Projects
 Office of Scientific Intelligence
 Office of Research and Development
 Office of Foreign Missile and Space
 Analysis Center

SUBJECT : FY 1970-1974 Combined Program Call Bulletin #2

1. There is a strong indication that it will be necessary to make up a low priority listing of your projects again this year. This listing should be made up concurrent with CPC draft preparation and be held by you pending further advice.

2. The Project Outline Format, included as a part of the Planning Officer's kit given you at our 17 November meeting, has an error in its listing that should be corrected. The term "Requirement" (meaning the need for the Project) is listed under Project Plan. It should be entered directly under and subordinate to "Objective." Please make this correction to your copy.

3. The OPPB Program Call Booklet under Paragraph I-D furnished guidance on budget figures to be used in allocating resources. Since issuance of this brochure, cuts have been made in the FY 68 Budget. Obviously these later figures reflecting the budget cuts are to be used in the CPC submission. The BOB has also made cuts in our FY 1969 Budget Estimate. These are being reclama'd, but after final figures are established, they are to be used for the Program Call.

4. Our sample Table of Contents included in your Planning Officer's kit had an omission under the NRO Annex. It should have included Item C, Summary of Fund and Position Requirements.

5. Blank forms for Summary of Fund and Position Requirements and for Distribution to Target Area/Target Function have been distributed. Also, a PERT-type Schedule of Events chart has been provided to planning officers. The latter is intended as an aid to scheduling tasks in the preparation of the CPC.

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NRO review(s) completed.

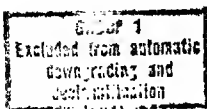
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